

Position Description: Senior Security Guard- Colombo
(Announcement number: 16/002)

Basic Function of the Position:

Perform guard services to safeguard US Government property, personnel and patrol the area to deter terrorist activities, sabotage or theft and identify potentially harmful situations. Monitor and react to all emergency alarm activations at US facilities/residences and direct mobile patrols to assist U.S. staff in cases of burglary/intruders/fire/damages/assault/medical attention. Coordinate with police, fire brigade and ambulance services when the necessity arises under appropriate circumstances. Control all vehicle and pedestrian access onto U.S. Embassy and other facilities per web pass approvals granted by RSO or verbal approvals by RSO. Read, comprehend and disseminate all information and directions received to all Security guards working during the shift.

Major Duties and responsibilities

Receive and complete any and all direct orders from supervisors.

Implement schedule and assigns personnel to appropriate positions, provide guidance and oversee

Check on all guard positions day/night to ensure all guards are alert and performing their duties in accordance with guard orders.

Report, within one hour of the incident, anything out of the ordinary to include but not limited to protests, photography, alarms, and vehicle accidents through the incident report form. If necessary, contact local police deployed at the Embassy to interdict.

Conduct immediate investigation into complaints, irregularities or suspicious circumstances. Respond to residential alarms or other emergencies. Also should resolve discrepancies that arise not covered by existing guard orders or contact supervisors for guidance.

Perform other duties assigned by the Chain of Command.